

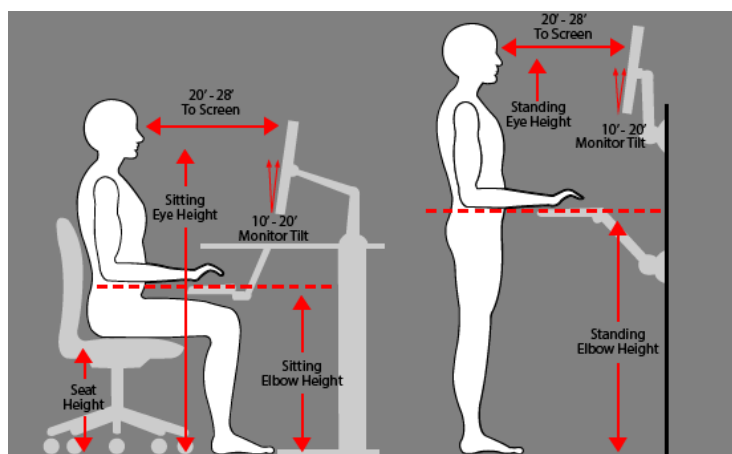
BUPERS/NPC SAFETY

Volume 12

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At work, at play, let safety lead the way

Safety tips from Navy Personnel Command



The illustrations above show the correct body position for working at a computer terminal.

- Back should be straight
- Elbows should be at approximately 90 degrees
- Wrists should be straight
- Hips and Knees should be at approximately 90 degrees with feet flat on the floor
- Monitors should be at eye level and tilted back 10 degrees
- Lumbar support on the chair should be adjustable both horizontally and vertically
- Keyboard and mouse should be at the same height

If you are experiencing pain or discomfort you should get a medical diagnosis from your primary care physician.

Additional information for ergonomics can be found in the Enterprise Safety Application Management System (ESAMS).

https://esams.cnmc.navy.mil/esams_gen_2/loginesams.aspx

LINKS

OSHA:
<http://osha.gov/>

ESAMS:
https://esams.cnmc.navy.mil/ESAMS_GEN_2/LoginESAMS.aspx

Naval Safety Center:
<http://www.public.navy.mil/comnavsafe-cen/Pages/index.aspx>

BUPERS/NPC Safety
Sharepoint:
<http://www.public.navy.mil/bupers-npc/organization/bupers/Safety/Pages/default.aspx>

CONTACT US

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1. All military and civilian personnel attached to a BUPERS UIC are required by policy, to have a valid ESAMS account. For assistance, please call 901-874-2331.
2. OPNAVINST 5100.12J requires all military personnel who operate a motorcycle on/off base to attend a COMNAVSAFECEN approved motorcycle rider safety course. Class schedules can be found in ESAMS or at www.navymotorcyclerider.com.
3. OPNAVINST 5100.12J also states that all military personnel under the age of 26 must receive an initial 4 hour traffic safety training course upon entrance into the USN. Additionally, all military personnel under the age of 26 must receive two hours of annual refresher traffic safety training. This training can be completed in ESAMS.

NOTE: Ensure Monthly Safety Talk is recorded in ESAMS.